

VSA Assignment Description

Assignment title	Teaching Practice Improvement Mentor (Secondary Schools)
Country	Papua New Guinea
Location	Kokopo
Partner organisation	East New Britain Provincial Administration Division of Education
Duration	6 - 8 Months



Sustainable Development Goals

41282

1. Assignment goal

Teaching, learning and assessment practices and continuous school-wide improvement programmes are strengthened at participating schools.

2. Assignment outcomes

Outcome 1

The quality of teaching, learning and assessment practices at participating schools are improved, leading to higher standards of education and improved educational outcomes.

Outputs

- Observe and collaboratively work with teachers to identify gaps and strengths with current teaching, learning and assessment practices
- Collegially work with teachers to develop improvement plans, and support them to strengthen the effectiveness of their teaching and curriculum delivery practices
- Provide mentoring support and guidance to improve the quality and relevance of assessment and reporting practices, ensuring better learning outcomes

Outcome 2

Continuous school-wide improvement strategies are developed, contributing to more effective teaching and learning practices.

Outputs

- Continue to assist in the implementation of school-wide evaluation of teaching and learning practices, and identify areas for improvement
- Continue to build and strengthen teachers' capacity and capability in various areas of teacher competencies
- Continue to work effectively with the school Leadership Team, teachers, parents, and the Division of Education to develop teaching and learning performance improvement plans
- Continue to provide support and guidance with the strengthening of the collective capacity of the school to develop and establish a culture of continuous improvement

As needs on the ground may change over time, the volunteer is encouraged to review and update the assignment description on arrival in consultation with the partner organisation and VSA Programme Manager.



3. Reporting and working relationships

The volunteer will be working closely with particular teachers and will report to the Provincial Education Adviser and school principals at assigned schools.

The volunteer and the East New Britain Provincial Administration Division of Education will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice and personal support.

4. Capacity building

Capacity building will be achieved in the following ways:

- Capacity strengthening through mentoring, coaching and training of teachers
- Transfer of knowledge and skills particularly with respect to effective teaching and learning practices
- Professional development of teaching staff, including senior leadership within schools

5. Person specifications (professional)

Essential

- Relevant teaching qualification/s and strong teaching experience in secondary school education
- Demonstrated excellence as a classroom practitioner
- Ability to mentor, coach and support professional development of teachers
- Sound knowledge and expertise in high quality teaching and learning

Desirable

- Ability to adapt to different school settings and cultures

6. Person specifications (personal)

Essential

- Excellent relationship management skills (ability to relate well to people from different backgrounds and cultures)
- Ability to work collegially and corroboratively
- Solution-oriented
- Patience, flexibility and tolerance when working in a multicultural context
- Willing to learn and use Tok pisin

Additional information

Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

Partner organisation

The volunteer's partner organisation will be the East New Britain Provincial Administration Division of Education.

Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.



Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

Family status

VSA supports partners to accompany volunteers on assignments of six months or longer. However volunteers with accompanying dependents will not be considered for this assignment.

Fundraising

Volunteers are encouraged to fundraise at least \$1000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

Vulnerable Children Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Vulnerable Children Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children, and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

Volunteer package

The volunteer's package includes the following:

Reimbursements and grants

1. Volunteers will receive an establishment grant of NZ\$375 to help them set up in their country of assignment. For volunteers with an accompanying partner (whether or not that partner is also a VSA volunteer), VSA will pay an establishment grant of NZ\$550 per couple.
2. For two year assignments, the volunteer will receive a rest and respite grant of NZ\$1000 on completion of the first year.
3. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment.
4. The volunteer will receive a monthly living allowance of K1810.

• Accommodation

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.

• Airfares and baggage allowance

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

• Insurance

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

• Utilities

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.



Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract prior to departure.

Attachments

Appendix 1: Background to the assignment

Appendix 2: Living situation

Appendix 3: Papua New Guinea



Appendix 1: Background to the Assignment

Assignment focus

The quality of education in PNG has been in decline for a number of years. Some of the contributing factors include ineffective teaching practices, poor understanding, and application of the curriculum, poor school leadership, and inadequate resources. As a result, a significant proportion of students are leaving schools with poor literacy and numeracy skills. When students leave schools with poor literacy and numeracy skills, it disrupts their ability to connect to the pipeline of opportunities such as access to quality jobs, further education and training, and full participation in society. Improving educational outcomes is vital for PNG's development because it is inherently impossible for PNG to generate adequate and capably skilled workforces if a significant proportion of school leavers lack basic literacy and numeracy skills. The evidence shows that improving the quality of teaching and learning, and enhancing school leadership are some of the key ways to raise education standards and contribute to better education outcomes.

One of the main goals of PNG's National Education Plan (2015–2019) is to provide "quality learning for all". To achieve this goal, it is imperative to raise the standard of teaching and leadership practices across schools. Therefore, the East New Britain Provincial Administration Division of Education is collaborating with VSA to bring educators (for example, retired schoolteachers and principals) to work alongside teachers and principals across schools in East New Britain, to improve teaching, instructional, and assessment practices in classrooms, and contribute to the development of teaching and learning resources.

East New Britain Provincial Administration Division of Education

VSA (PNG Programme) is committed to ensuring the delivery of high-quality education (including early childhood, primary, secondary, and TVET) in East New Britain. The ultimate aim is to ensure that the education system is sound and able to deliver higher standards of education, ensuring that students have the education and skills they need to contribute to the economic and social development of PNG. To support quality education and lift learning and educational outcomes in East New Britain, VSA and the provincial government entered into a strategic partnership agreement. The partnership agreement resulted in the development and implementation of the STEP (Strengthening Teachers' Effectiveness and Professional Development) Programme. There are currently three volunteers working across many schools (two in secondary and one primary). It is expected that the next cohort of volunteers will pick up the education improvement baton from the current volunteers.

The Division of Education is centrally located in Kokopo. It is responsible for education at elementary, primary, secondary and vocational school levels within the province of East New Britain. This involves, for example, teacher recruitment, supporting teachers and their students, administering funding to schools and collating data to inform decision-making processes.

Working situation

This will vary from school to school, but each participating school will provide adequate workspace. The office space at the Division of Education is modern and within walking distance to the Market, bus stops, shops and restaurants.

The volunteer will need to bring his or her own laptop for work. VSA will pay a computer allowance to the volunteer to compensate for depreciation.



Appendix 2: Living Situation

Volunteer Accommodation

A furnished house will be provided to the volunteer. The house is located in the suburbs of Kokopo. The distance between the office and the volunteer's house is about 5-10-minute by bus. Volunteers may be asked to share accommodation depending on the situation.

Kokopo, East New Britain

Kokopo is the capital of East New Britain Province. It lies about 40km from the old capital of Rabaul, which was largely destroyed in a 1994 volcanic eruption, and is serviced by Tokua Airport. Tokua Airport acts as an island provinces air link hub with flights to the mainland centres, West New Britain, Bougainville and New Ireland most days. There are also twice weekly direct return flights to Cairns.

The majority of the Provincial Government Headquarters have relocated to Kokopo and there is a lot of infrastructure development happening, especially roading and commercial and residential building. Office space and housing are difficult to acquire and volunteers may be required to share accommodation with other VSA volunteers.

PMVs (public motor vehicles) are mini buses that are a cheap and reasonable form of public transport during the day, though caution must be taken when using them after dark or on isolated roads. There are three main banks which have branches in Kokopo (ANZ, the Bank South Pacific (BSP) and Westpac) and all have ATMs. The main Post Office is centrally located – postal service is generally reliable and TNT has a branch that provides very reliable courier services. Electricity and water services are provided to most homes in town and gas is the predominant fuel for cooking (as there are frequent power outages). Most larger industries and hospitality services have backup generators.

There are reliable fresh foods markets with a good variety of fruit, vegetables and fish around Kokopo Town. There are three large supermarkets operating from 8am to 5pm Monday to Saturday. Limited shopping and market services are available on Sundays. Most basic food stuffs and hardware are sold in the supermarkets. Most consumables are available in Kokopo, including a variety of imported foods, however the prices are significantly dearer for certain items than in New Zealand. Other consumables, such as toiletries, are also available and these are similar to those that can be bought in New Zealand and Australia.

Kokopo also has many second-hand outlets that contain clothes, shoes, books and other such items, which are generally imported from Australia/ New Zealand in bulk. While some clothing may not be suitable for PNG's weather conditions, these outlets are very popular among the volunteers.

As with many developing countries the cellular network has overtaken landline telecommunications with mobile phones very popular. Cellular network coverage is generally good within the urban areas and fades quite quickly close to the rural areas. International connections can be unreliable, especially during the day. Text messages can sometimes fail, or take some hours to get through. 3G mobile phone networks are provided in Kokopo, and this currently provides the most cost-effective means of personal internet access for most volunteers.

Social and outdoors activities available include golf, fishing, snorkelling and diving. There are numerous walks (requiring a local guide) around the volcanoes of Rabaul, and exploring of some of the many tunnels the Japanese had built (usually by prisoners of war).

There are some DVD outlets with new releases of varying quality, but there are no book shops to speak of. The VSA office has a reasonable library, mainly thanks to book donations from current and departing volunteers. Arriving with books to read or movies to watch is a good way to meet new friends!

Pharmacies are well represented in town. Kokopo has a private medical clinic, as well as a basic general hospital, St Mary's, which is available to the public. Malaria is endemic in many parts of PNG, including East New Britain, and the use of malarial prophylaxis by all volunteers is mandatory.

It is still possible (even when taking anti-malarial medications) to catch malaria, so precautions such as using insect repellent and wearing long sleeves and trousers outside in the evening are recommended.



East New Britain has a dual economy: a cash economy operates side by side with the subsistence-farming sector. The main crops produced for export are cocoa and copra. Tourism is becoming an increasingly important sector of the provincial economy; attractions include local custom and culture such as the Bainings fire dance and the Tolai Dukduk secret society, World War II history and relics, volcanoes and diving.



Appendix 3: Papua New Guinea



Map courtesy of maplibrary.com

Papua New Guinea (PNG) has a population of around six and half million people. Approximately 800 indigenous languages are still in use by people from a society that ranges from traditional village-based life to modern urban living. Underlying the Papua New Guinean culture is the wantok system. Wantok, or 'one talk', refers to the people who speak your language or your extended family/clan; a Papua New Guinean's primary loyalty will be to their wantoks. The country is predominately Christian, with indigenous faith and spirituality still important to many local people.

For more information on Papua New Guinea, see:

- The website of the National Parliament of PNG: <http://www.parliament.gov.pg/>
- Economic overview: <http://data.worldbank.org/country/papua-new-guinea>
- New Zealand Aid Programme in PNG: <https://www.mfat.govt.nz/en/aid-and-development/our-work-in-the-pacific/aid-partnership-with-papua-new-guinea/>

VSA in Papua New Guinea

VSA has been in Papua New Guinea since 1970 and works with partners to strengthen the quality of education, build community support networks and secure livelihoods for rural people. Since 2005 we have concentrated our efforts to work in the New Guinea Islands' three provinces: East New Britain, West New Britain and New Ireland. VSA has a field office in Kokopo, East New Britain, staffed by a Programme Manager.

General security

Volunteers are required to be security conscious and adhere to the advice of their partner organisations, VSA, and the New Zealand High Commission in Port Moresby on security matters. If there is a major emergency or should security deteriorate, VSA has established evacuation procedures and volunteers will be fully supported by the field staff in Kokopo. The VSA field staff will go through the ground security measures with the volunteer on arrival in country and develop an individual security plan.

It remains good practice to secure belongings and valuables out of sight, not move about alone at night and avoid demonstrations, street rallies and public gatherings.

